

MINUTES: October 17, 2017

MEETING: NORTH FLORIDA COMMUNITY COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Mike Williams, Chair
Mr. John Grosskopf, President
Mrs. Sharon Benoit
Mr. Travis Coker
Mrs. Sandra Haas
Mr. David Howell
Mr. Ricky Lyons
Mr. Al Williams
Mr. Gary Wright

ABSENT: Mr. Billy Washington

STAFF PRESENT: Ms. Cissy Adleburg
Mr. Andy Barnes
Mr. David Dunkle
Ms. Cindy Gaylard, Recording Secretary
Mr. Bill Hunter
Mr. Skip James
Dr. Carol O'Dell
Mr. Nicholas Torres, Audio Visual Technician

Mr. Terry Harmon, Attorney

The Board meeting was called to order at 5:30 p.m. by Chairman Williams, who led the group in the pledge of allegiance to the flag following the opening prayer by Mr. Wright.

MOTION: (Mr. Lyons/Mrs. Benoit) That the District Board of Trustees approves to adopt the agenda as presented. The motion carried unanimously.

MOTION: (Mr. Coker/Mr. Al Williams) That the District Board of Trustees approves the minutes of the September 19, 2017 regular Board meeting as presented. The motion carried unanimously.

Mr. Dunkle presented information regarding the XCEL-IT Grant that NFCC was awarded through the U.S. Department of Labor in October 2013, and he gave an overview of the grant program as an item of information.

MOTION: (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves the agreements between NFCC and each of the following agencies:

- Archbold Memorial Hospital
- Madison County Memorial Hospital

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- Brynwood Health and Rehabilitation Center
- Advent Christian Village
- Archbold Memorial Hospital, Inc.
- Doctor's Memorial Hospital

Mr. Dunkle advised that this will ensure that the NFCC Allied Health Department and Medical Coder/Biller program has adequate clinical locations to provide the required clinical experience to students. After an overview by Mr. Dunkle, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Wright) That the District Board of Trustees approves the revised agreement between North Florida Community College and Florida Department of Highway Safety and Motor Vehicles as presented. Mr. Dunkle advised that this will enable NFCC to administer Class A-CDL examinations. After an overview by Mr. Dunkle and discussion by the Board, the motion carried unanimously.

Mr. Dunkle mentioned the following:

- He commended Rick Davis, Dale Hackle and the Maintenance team for going above and beyond in their precision work preparations for the Class A-CDL examinations.
- Open House for the CDL Program was held on September 27, 2017 with approximately 60 people in attendance. He expressed appreciation to Mrs. Haas and Mr. Williams for their attendance, and he said it was well attended and supported by business and industry leaders.
- The Allied Health Career Fair and Advisory Board held on October 2, 2017 was well attended with 22 agencies participating.

MOTION: (Mr. Lyons/Mrs. Benoit) That the District Board of Trustees approves the following personnel recommendations:

- Resignation of Hope Johnson as Coordinator of Library Services
- Hiring of Glenn Strickland as Director of Physical Plant (12 month)
- Hiring of Ellie Morgan as Coordinator of Library Services

After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mr. Wright/Mr. Al Williams) That the District Board of Trustees approves to advertise changes to the Policy Manual for the following policy:

- 1.12 Past Misconduct of Applicant for Admission (New Policy)

After an overview by Mr. Hunter and Attorney Harmon, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Lyons) That the District Board of Trustees approves the warrant list for September 2017 as presented. After an overview by Mr. Barnes, the motion carried unanimously.

The Revenue and Expenditure Report for September 2017 was presented as an item of information, as was the Statement of Account.

MOTION: (Mr. Howell/Mr. Coker) That the District Board of Trustees approves to advertise changes to the Policy Manual for the following policies:

- 3.19 Non-Educational Use of College Facilities (Cancel)
- 3.19 Rental and Use of College Facilities (Revised)

After an overview by Mr. Barnes and Attorney Harmon and discussion by the Board, the motion carried unanimously.

The report for the area of Development and External Affairs was presented for information, and in Dr. James' absence, President Grosskopf mentioned the following:

- Dr. James continues to do an outstanding job with donations for the NFCC Foundation.
- One of the comments in the most recent audit is the auditor would like to see that the Board approves the actual annual budgeted dollars for operating the Foundation, so that will become a line item for Board approval. This can be utilized in a very positive way whereby the Board of Trustees and the Foundation Board can work more cohesively together with shared goals and a greater focus on the activities of the Foundation.

PRESIDENT'S HIGHLIGHTS

President Grosskopf updated the Board on members' current terms and advised that three members' (Mr. Howell; Vice Chairman Lyons; and Chairman Williams) terms have expired but in accordance with Statute they will continue serving until they are reappointed or a new appointment is made.

President Grosskopf reported on the following:

- 9/26 Visit with Rep. Liz Porter re: legislative issues, NFCC priorities, college insurances
- 9/28 First monthly NFCC employee recognition event
- 10/3-5 COP business meetings and FCS Innovations Conference at Daytona State College
- 10/11 Minority Leadership Club meeting and student support panel presentation
- 10/12 At the NFCC Open Council meeting he shared with the employees that NFCC has been invited, along with 149 other colleges, to apply for an Aspen Award, the award of excellence for two-year colleges in the nation. Among those 150 colleges, ten colleges will be selected for detailed on-campus visits, and in the spring of 2019, they will identify the four winners nationwide. The award comes with a million dollar prize and amazing recognition and security.

Upcoming

- 10/18 Meeting with Alvin Jackson, Dir. Economic Development Suwannee County, re: attainment convening planning
- 10/20 Post-secondary attainment convening at NFCC
- 10/30-11/2 SACS-COC team on campus for college level change

ATTORNEY TIME

Attorney Sniffen's Board Attorney Report for September 2017 was presented by Attorney Harmon as follows:

- **Lift Station Litigation** – Nabors, Giblin & Nickerson has formally been substituted as counsel in the litigation taking over for Bruce Leinback. It is our understanding that the public meeting required by Chapter 164, Florida Statutes, is in the process of being scheduled.
- **Mansion** – We are advised that the Reunion Center will be closing on the loan(s) for the purchase of the property in October. In the meantime, we have secured agreement on the language of the Third Extension Agreement.
- **Kids Incorporated** – An Addendum to the current lease has been executed extending the current arrangement to December 31, 2017. We met with representatives of Kids Incorporated about lease/purchase issues on August 31, 2017. An inspection of the property for the purpose of determining fair market values has been conducted.
- **Contracts review** – We completed our review of the various contracts with which we were provided.
- **Day-to-Day Discussions** – Ongoing advice and discussion with College President.
- **Additional Training** – We are in the process of identifying other training opportunities for College employees and, possibly, another for the business communities in NFCC's district.

Dr. O'Dell presented an overview of the Aspen Award and commented that it is a high honor and very exciting for NFCC to be invited to compete for the prestigious Aspen Award.

GOOD OF THE ORDER

- Mr. Wright inquired about how the College name change process is going. President Grosskopf said a bill will be filed, and we have sponsors in both the House and Senate.
- Mr. Wright brought attention to the iPads issued to Board members, and President Grosskopf advised that next month the Board packets will be sent to them electronically, as well as in paper copy to allow time for everyone to adjust to using the electronic version. Step-by-step instructions and safety rules will be sent, as well.
- President Grosskopf reminded Board members to utilize any opportunities to speak out on the importance of keeping the present form of local governance for the College.

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Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on November 21, 2017, at 5:30 p.m., in the North Florida Community College Board Room.

The meeting adjourned at 6:15 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

/cmg